



Këshilli Prokurorial i Kosovës Tužilački Savet Kosova Kosovo Prosecutorial Council

THE ANNUAL WORK PLAN 2024 KOSOVO PROSECUTORIAL COUNCIL;





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Mission

The mission of the Council is to provide an independent, impartial, professional and effective system of investigation and prosecution by prosecutors recruited on merit, evaluated on the basis of results at work and supervised according to high standards, which ensures the implementation of the law in a fair and indiscriminate manner and treats victims of crime deservedly.

The Kosovo Prosecutorial Council shall provide oversight, management, analysis, effective policies and appropriate level of administration to ensure that the State Prosecutor has all the resources he/she needs to provide a high-performing, accountable and accessible prosecutorial service to the citizens of Kosovo.

Vision

The Vision of the Council is a prosecutorial system that is recognized for professionalism, accountability, impartiality and that has high trust of the citizens of Kosovo provided by the prosecutorial service, which is efficient, effective and ethical.

Legal Functioning of the Kosovo Prosecutorial Council

The Council is established by Law no. 03/L-224 on Kosovo Prosecutorial Council, which entered into force on 1 January 2011 and currently operates based on Law no. 06/L-056 on Kosovo Prosecutorial Council and Regulation Nr.02/2020 on Organization and Activity of Kosovo Prosecutorial Council.

In order to fulfil the mandate of the Council, the Law on the Kosovo Prosecutorial Council has established administration bodies such as: the Council Secretariat and the Prosecution Performance Review Unit, which assist prosecutors in fulfilling their constitutional mandate.

1. Objectives of Kosovo Prosecutorial Council

The Kosovo Prosecutorial Council, in function of exercising its constitutional and legal mandate, drafts the Annual Work Plan for 2024 in accordance with the Strategic Plan of the prosecutorial system 2022-2024. The plan also includes the objectives and activities arising from the Rule of Law Strategy and Action Plan, reports of international mechanisms, the Joint Declaration of Commitment and other acts.

In order to increase the dynamics at work, the Council, the work plan for 2024, will also develop it through the prioritization of the defined processes.

The following will reflect the goals and activities of the Kosovo Prosecutorial Council



ADVANCING THE SUB-LEGAL FRAMEWORK AND THE ORGANIZATIONAL STRUCTURE OF THE PROSECUTORIAL SYSTEM Monitoring the implementation of the Strategic Plan of the prosecutorial system

Indicator: Drafted reports

Responsible: The working group.

Reporting periodJanuary - December

Drafting the Strategic Plan of the Prosecutorial System 2025-2027

Indicator: Working group established Analysis of the implementation of the preliminary Plan Drafted plan Responsible: KPC Reporting period

Drafting of bylaws. Indicator:

Drafted bylaws **Responsible:** KPC

Committee on Normative Issues.

Reporting periodJanuary - December

Drafting the analysis of the performance evaluation of prosecutors, after the completion of the three (3) year cycle of regular evaluation, with the Regulation Nr 05/2020

Regulation Nr.05/2020 Indicator: Drafted analysis

Responsible: The working group.

ADVANCING THE STATUS AND ROLE
OF PROSECUTORS AND
ADMINISTRATIVE STAFF

Priority handling of cases of threats against prosecutors and denigration of the personality of prosecutors

Indicator: Action taken Responsible: KPC Reporting period January - December

Advancing the status of prosecutors and administration staff in the prosecutorial system

Indicator: Participation of the working group in drafting relevant legislation

Responsible: KPC Reporting period January - December ADVANCING THE PROSECUTOR RECRUITMENT

SYSTEM

Analysis of the needs for recruitment of prosecutors Indicator: Drafted analysis Responsible: KPC, CAP, PPRU

Reporting periodJanuary - December

Implementation of the use of the electronic system for the application procedure in the recruitment process of prosecutors

Indicator: Implementation of the electronic

system

Responsible: KPC, PPRU, KRP

Recruitment of new prosecutors

Indicator: Recruited prosecutors Responsible: KPC, PPRU, KRP Reporting Period January - December STRENGTHENING CAPACITIES FOR HANDLING CASES IN THE STATE PROSECUTOR 'S OFFICE Based on the case load of prosecution offices to analyze the need for temporary and permanent transfers of prosecutors Indicator: Needs analysis, Reports on transfers of prosecutors

Responsible: KPC, CAP, PPRIJ

Responsible: KPC, CAP, PPRU Reporting period January - December

Analysis of the need of prosecution offices for the advancement of prosecutors Indicator: Needs analysis, Reports on the advancement of prosecutors

Responsible: KPC CAP PPRII

Responsible: KPC, CAP, PPRU **Reporting period**

Development of transfer and advancement procedures based on the needs presented by the prosecution offices and based on assessments and analyses Indicator: Number of processes developed. No. of transferred and

advanced prosecutors **Responsible:** KPC, CTAP **Reporting period**

Ianuary - December

Solving the status of cases with unknown lead (PPP)

Indicator: Defined status **Responsible: KPC,** CAP. **Reporting period** January - December

The Unification of Prosecutors' Writing Forms

See also: Unified Formats **Responsible: KPC,** CAP. **Reporting period** January - December

Supporting the Unit for Corruption and Economic Crimes in the BP Prishtina

Indicator: The resources provided.

Responsible: KPC **Reporting period** January - December

The Strengthening of the War Crimes Department

Increase the number of prosecutors. Assigned or recruited staff. Secured resources.

Responsible: KPC, SPRK **Reporting period** January - December

Regular monitoring and reporting by the Supervisory Commission on corruption and economic crimes cases

Indicator: Drafted reports Responsible: KPC,SCCEC Reporting period

January - December

STRENGTHENING
CAPACITIES FOR HANDLING
CASES IN THE STATE
PROSECUTOR 'S OFFICE

Recruitment of Mediation Officers to the Basic Prosecution Offices

See also: Recruited Officers **Responsible:** KPC, SKPC **Reporting period** January - December

Supporting OPAV in protecting the rights of victims of crime Indicator: Staff

recruited. Resource provided. Responsible: KPC, SKPC Reporting period

January - December

ADVANCING THE ADMINISTRATION
OF THE PROSECUTORIAL SYSTEM AND
MECHANISMS OF ACCOUNTABILITY
AND PERMANENT CONTROL OF
WORK

Regular reporting of chief prosecutors on issues of administration and efficiency in the handling of cases Indicator: Reports drafted Responsible: KPC, CAP. Reporting period January - December

Regular reporting of standing and ad hoc committees of the Council

Indicator: Drafted reports Responsible: KPC Reporting period January - December

Drafting periodic reports on the criminal characteristic offenses of the Inter-Institutional Tracking Mechanism and the annual analytical report and the geography of the crime Indicator: Drafted Reports Responsible: KPC, PPRU, KK-KPC Reporting period

Establishment of the mechanism for issues of prosecutors' ethics
Indicator: Established Mechanism

Responsible: KPC **Reporting period** January - December

January - December

PREVENTING AND MANAGING RISKS

Continuous risk assessment for each critical work process as well as their prevention and management

Indicator: Monitoring and evaluation

reports

Responsible: KPC, CAP.
Reporting period
January - December

Strengthening of the Prosecutorial Verification Office

Indicator: Recruited staff Responsible: KPC Reporting period January - December

Informative and guiding activities for the implementation of the Code of Ethics

Indicator: The activities carried out. The drafted reports.

Responsible: KPC **Reporting period** January - December

Professional support for investigative panels in disciplinary cases

Indicator: Drafted reports

Responsible: Investigative panel unit

Reporting periodJanuary - December

STRENGTHENING MECHANISMS FOR ASSESSING AND VERIFYING THE INTEGRITY OF PROSECUTORS

Effective handling of disciplinary cases against prosecutors by the Council

Indicator: Cases decided in the Council,

Reports drafted

Responsible: KPC, Investigative Panel

Reporting periodJanuary - December

Drafting, reviewing and approving the summary report of the annual evaluation of the performance of prosecutors by the superior

Indicator: Report drafted and approved

Responsible: KPC CPPE

Reporting periodJanuary - March

STRENGTHENING MECHANISMS FOR EVALUATING AND VERIFYING THE INTEGRITY OF PROSECUTORS Implementation of the Prosecutors' Performance Assessment Processes according to the CPPE Work Plan approved by the KPC

Indicator: Reports on performance

evaluation of prosecutors **Responsible:** KPC CPPE

Reporting periodJanuary - December

Advancing the cooperation between the Commission for Evaluation of the Prosecutor's Performance and the Academy of Justice

Indicator: Implemented protocols

Responsible: KPC CPPE

ADVANCING THE INSTITUTIONAL ROLE IN THE BUDGETARY AND FINANCIAL PROCESSES

Reviewing and approving budget planning based on needs and strategic orientations
Indicator: Drafted plan
Responsible: KPC CBFP

Reporting period January - March

Ensuring the sustainability of the financial supervision and control process

Indicator: Internal Audit Report Responsible: KPC, CBFP, SKPC Reporting period January - December

Implementation of Judgment AGJ.2316/24 of the Constitutional Court regarding the salaries of prosecutors and administrative staff

Note: Co-operate with relevant institutions. **Responsible:** KPC, SKPC

Drafting and approval of the Strategy for Communication with the public. Indicator: Strategy drafted

and approved
Responsible: KPC
Reporting period
January - June

Proactive communication in the prosecutorial system

Indicator: Action and reaction in time,

realized.

Responsible: KPC **Reporting period** January - December

Presence of the prosecutorial system

Indicator: Open and used social platforms

Responsible: KPC Reporting period January - December

on the social platforms

TRANSPARENCY AND COMMUNICATION WITH THE PUBLIC AND THE MEDIA

Providing access to information, data and public documents

Indicator: Information, data and public

documents provided Responsible: KPC Reporting period January - December

Presence of the prosecutorial system in the media

Indicator: The media coverage. Responding

to the media

Responsible: KPC

Reporting period

January - December

TRANSPARENCY AND
COMMUNICATION WITH THE PUBLIC
AND THE MEDIA

Drafting acts on internal public communication procedures.

Indicator: Guide/manual/Code of

Ethics, drafted
Responsible: KPC
Reporting period
January - December

Organizing public awareness campaigns related to the work of the prosecutorial system

Indicator: Programs of drafted campaigns.

The campaign was carried out **Responsible:** KPC, SKPC

Holding roundtables and various meetings with internal and external partners

Indicator: meetings realized. The drafted

reports.

Responsible: KPC, SKPC

Reporting periodJanuary - December

Coordinating meetings with donors.

Indicator: Identification of support needs. The encounters that have taken place

Responsible: KPC, SKPC

Reporting periodJanuary - December

COOPERATION WITH LOCAL INSTITUTIONS, PARTNERS AND DONORS

Signing agreements with institutions and forums that exercise the same mandate

Indicator: Activities carried out

Responsible: KPC **Reporting period** January - December

Addressing the recommendations arising from the evaluations of international institutions monitoring the prosecutorial system

Indicator: Regular Reports Responsible: KPC Reporting period

January - December

Implementation of legislative and implementing measures by the National Program for European Integration (NPEI)

Indicator: Implemented measures

Responsible: KPC, SKPC

Reporting period

January - December

PROMOTION OF DIGITALIZATION OF THE WORK OF THE PROSECUTOR'S

OFFICE (E-PROSECUTION)

Implementation of the e-learning

system

Indicator: System developed and

implemented

Responsible: KPC, SKPC, DIT

Reporting period January-September 2023

Development and implementation of the electronic e-library system

Indicator: System developed and

implemented

Responsible: KPC, SKPC, DIT

Reporting period January - December

The development of the electronic system for managing finances through the EKOJUST project

Indicator: System developed and

implemented

Responsible: KPC, DBF-DTI

Reporting period January - December

Monitoring the implementation of **CMIS**

Indicator: Draft Monitoring Reports Responsible: KPC, CAP, Working Group -

CMIS, SP, SKPC-DTI

Reporting period

January - December

Increase the quality of data in CMIS

Indicator: Drafted reports

Responsible: KPC, CAP, Working Group -

CMIS, SP, SKPC-DTI Reporting period January - December

PROMOTION OF DIGITALIZATION OF THE WORK OF THE PROSECUTOR'S OFFICE (E-PROSECUTION) Preparation of the Standard Action Procedure for Electronic Data Exchange (CMIS) with Customs Indicator: PSV drafted

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Responsible: KPC, SKPC, DIT

Reporting period January - June

Electronic data exchange for the Second Instance (Court of Appeal – Prosecution Office of Appeal) and the Third Instance (Supreme Court – OCSP)

Indicator: Functional Electronic Exchange Responsible: KPC, KAP, CMIS Group, SKPC-DIT Reporting period January - December

The development of advanced statistical reports.

indicator: Advanced Reports

Responsible: KPC, CAP, Working Group

- CMIS, PPRU, SKPC-DIT

Reporting periodJanuary - December

Preparation of the analysis for the removal of manual records in the prosecution office Indicator: Prepared analysis

Responsible: KPC, CAP, SP, SKPC-DIT

IMPROVING THE PHYSICAL
INFRASTRUCTURE AND SECURITY
LEVEL IN THE PROSECUTORIAL
SYSTEM

Assessment of the needs for suitable working conditions in the prosecutorial system

Indicator: Drafted report

Responsible: KPC, CAP, SKPC-DASHP

Reporting periodJanuary - December

Assessment of the level of security in the system facilities

Indicator: Drafted report

Responsible: KPC, CAP, SKPC-DASHP

Reporting periodJanuary - December

Advancement of the security system of the prosecutorial system. Indicator:

Activities undertaken

Responsible: KPC, CAP, SKPC-DASHP-

DIT

Reporting periodJanuary - December

Continuous monitoring of the security situation.

Indicator: Drafted report

Responsible: KPC, KAP, KPC-DASHP

BUILDING THE PROFESSIONAL CAPACITIES AND PRACTICAL SKILLS OF PROSECUTORS AND STAFF



Training Needs Assessment Indicator: Assessment Report Responsible: KPC, PPRU Reporting period July - December

Preparation of the document for the training policy.

Indicator: Approved document Responsible: KPC, PPRU Reporting period October - December

Coordination with the Academy of Justice and partners for organizing trainings and ensuring the participation of prosecutors

Indicator: Training reports. Registration of Participants - SEMDP

Responsible: KPC, SKPC, PPRU Reporting period

January - December

Continuous evaluation of the implementation of the requirements arising from the professional development regulation

See also: Assessment reports Responsible: KPC, SKPC, PPRU Reporting period January - December

Capacity building for the implementation of Regulation 02/2021 on the transfer and promotion of prosecutors

Indicator: Trainings held Responsible: KPC, PPRU Reporting period

January - December

Advancing training for prosecutors and victim's advocates

Indicator: Advanced Training Programs

Responsible: KPC, SKPC, PPRU

Reporting periodJanuary - December

BUILDING THE PROFESSIONAL CAPACITIES AND PRACTICAL SKILLS OF PROSECUTORS AND STAFF Establishment of professional capacities of the staff of the Statistical Office and the staff of the prosecution offices regarding the monitoring of the quality of the data recorded in the CMIS and in the use of the SPSS application

Indicator: Trainings held

Responsible: KPC, SKPC, PPRU

Reporting periodJanuary - December

Provision of compulsory training for prosecutors Indicator: Trainings

held

Responsible: KPC, SKPC, PPRU

MANAGEMENT OF PROFESSIONAL AND ADMINISTRATIVE SERVICES OF THE PROSECUTORIAL SYSTEM

Professional and administrative support for the KPC, SP, and the bodies that function depending on

them

Indicator: Work Reports

Indicator: SKPC Reporting period January - December

Regular update of the electronic system for disciplinary cases against prosecutors

Indicator: Up-to-date electronic system

Responsible: KPC, SKPC-NJPH

Reporting period January - December

Support in drafting regulations, administrative instructions, memorandums and other sub-legal acts within the mandate of the Council and the State Prosecutor **Indicator:** Work Reports The auditor's

report.

Indicator: SKPC Reporting period January - December

Administration and management of procurement processes, finances, general services, administration and personnel

Indicator: Work reports. **Indicator:** SKPC

Reporting period January - December

Drafting and implementation of the procurement plan based on analyses and needs for the prosecutorial system

Indicator: Plan drafted

Responsible: SKPK - Procurement Unit

Reporting period January - December

Internal Audit in the Administration of the Prosecutorial System

Indicator: Drafted reports

Indicator: SKPC Reporting period January - December

MANAGEMENT OF PROFESSIONAL AND ADMINISTRATIVE SERVICES OF THE PROSECUTORIAL SYSTEM

Ensuring the implementation of internal and external audit recommendations

Indicator: Work Reports

Indicator: SKPC Reporting period January - December

Advancing the processes of recruitment, classification, transfer, evaluation, advancement and discipline of administrative staff within the prosecutorial system

Indicator: Draft sub-legal acts completion/amendments, drafted. The

processes carried out **Indicator: SKPC** Reporting period January - December

Unification of written forms of administration of the prosecutorial

Indicator: Unified letter forms

Indicator: SKPC Reporting period January - December

Supporting the Council and the State Prosecutor in the realization of cooperation with local and international institutions

Indicator: meetings realized.

Indicator: SKPC Reporting period January - December

Representation of the Council and the State Prosecutor as authorized in all judicial disputes

Indicator: Participation in the hearings according to the invitations of the courts Responsible: SKPC - Legal Department

Ir R R

Strengthening of Internal Communication

Indicator: Trainings held Drafted guide

Responsible: SKPC – KP Unit.

Reporting periodJanuary-September 2023



Development and launch of the prosecutorial system web portal

Developed and Launched Web Portal **Responsible:** SKPC – KP Unit.

Reporting periodJanuary - June

STRENGTHENING OF INTERNAL AND EXTERNAL COMMUNICATION

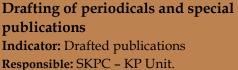


Improving the quality of communication and proactivity on events and issues of public interest

Indicator: Presence of the prosecutorial system on social media platforms

Responsible: SKPC – KP Unit.

Reporting period
January - December



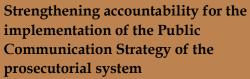
Reporting periodJanuary - December



Strengthening cooperation with the media and civil society

Indicator: Drafted reports **Responsible:** SKPC – KP Unit.

STRENGTHENING OF INTERNAL AND EXTERNAL COMMUNICATION

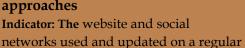


Indicator: Strategy Monitoring Group, established. Regular monitoring reports on the implementation of the strategy

Responsible: SKPC – KP Unit.

Reporting periodJanuary - December

Advancing the regular use of new public communication tools and approaches



basis

Responsible: SKPC – KP Unit.

INCREASE THE LEVEL OF BUDGET
PLANNING, ASSURANCE AND
MANAGEMENT AS WELL AS STRENGTHEN
THE SYSTEM OF CONTROL AND
OVERSIGHT OF EXPENDITURES

Identification and assessment of system needs and budgetary planning for 2025 and early assessments for 2026-2027

Indicator: Consultation with the prosecutor's offices. Drafted list of needs.

Responsible: KPC, DBF **Reporting period** January - December

Preparation of the KASH and the budget for 2025-2027, based on the needs, legislation and strategies of the prosecutorial system Indicator:

Kashi drafted

Responsible: KPC, DBF Reporting period January - March

2024 Budget Review Reflecting the System's Needs and Eventual Changes

Indicator: System developed and

implemented

Responsible: KPC, DBF Reporting period

May - June

Ensuring timely settlement of financial obligations and the closure of the fiscal year without obligations through reallocations or transfers within the budget of the Council

Indicator: Payment execution Responsible: KPC, DBF Reporting period January - December

Ensuring the implementation of capital projects according to budgetary plans;

Indicator: Regular Reports Responsible: KPC, DBF Reporting period January - December



INCREASE THE LEVEL OF BUDGET
PLANNING, ASSURANCE AND
MANAGEMENT AS WELL AS
STRENGTHEN THE SYSTEM OF CONTROL
AND OVERSIGHT OF EXPENDITURES

Managing risk in the implementation of the budget

Indicator: Regular Reporting
Responsible: SKPK - DBF
Reporting period
Ianuary - December

Ensuring the correct record of capital assets

Indicator: Updated asset register
Responsible: SKPK - DBF - DAGS
Reporting period
January - December

Analysis, financial comparisons and movement within the Council's budget

budget

Indicator: Drafted analysis Responsible: SKPC - DBF Reporting period January - December

Preparation of periodic financial statements, annual financial statements and various reports according to needs and requirements

Indicator: meetings realized. Reporting on a

regular basis

Responsible: SKPC - DBF

Reporting periodJanuary - December

Close coordination and cooperation with units within the system and other relevant institutions Indicator:

Different requirements. Prepared reports

Responsible: SKPC - DBF

Reporting periodJanuary - December

Coordination and close cooperation with CBFP Indicator:

Meetings realized. Reporting on a regular

basis

Responsible: SKPC - DBF **Reporting period** January - December

Ensuring the audit of the annual financial statements through the relevant audit mechanisms Indicator:

Audit Report

Responsible: SKPC - DBF

Management and maintenance of the physical infrastructure of the prosecutorial system

Indicator: Drafted reports

Responsible: SKPC - DBF - DAGS

Reporting period January - December

Completion and implementation of an adequate safety plan in all work facilities.

Indicator: Drafted/implemented safety

plan. Regular reports

Responsible: CAP, SKPC-DAGS

Reporting period January - December

Drafting of the Emergency Safety Plan

Indicator: Drafted plan

Responsible: CAP, SKPC-DAGS

Reporting period January - December

IMPROVING QUALITY IN THE PROVISION OF GENERAL SERVICES

> Improvement of working spaces in the premises of the prosecutorial system

Indicator: Secured and Permitted Objects

Responsible: SKPC - DAGS

Reporting period January - December

Increasing efficiency in the provision of translation and proofreading services

Indicator: Translated documents. Presence of

interpreters at the meeting. Responsible: SKPC - DAGS

Creating legal, technical infrastructure and capacity building in translation and proofreading

Indicator: Respect for the Constitution and the Law on Two Languages, the trainings carried out and the standards for translation. Technical equipment for simultaneous translation.

Responsible: SKPC - DAGS

Reporting periodJanuary - December

IMPROVING QUALITY IN THE PROVISION OF GENERAL SERVICES

Raising the level in the administration and archiving of

documents Indicator: Implementation of legislation and sub-legal acts. Regulation

no. 04/2020 PSV

Responsible: SKPC - DAGS

Reporting period
January - December

Setting of documents in the KPC archives and in the archives of the prosecution offices

Indicator: Archival material arranged in

appropriate cases

Responsible: SKPC - DAGS

STRENGTHENING HUMAN
RESOURCES IN THE PLANNING AND
IMPLEMENTATION OF WORK
PROCESSES

Assessing and identifying human resource needs and drafting a new staffing plan

Indicator: Assessment of the needs realized. Personnel plan drafted Responsible: SKPC - DHR Reporting period

Reporting periodJanuary - June

Developing recruitment procedures according to planning and legislative changes

Indicator: The recruitment process is

carried out.

Responsible: SKPC - DHR

Reporting periodJanuary - December

The development of the professional capacities of the staff

Indicator: Coordination of participation in the training. Reports of participation in the training.

Responsible: SKPC - DHR

Reporting periodJanuary - December

Unification and classification of positions according to assessment, need and requirements.

Indicator: Unified and classified positions

Responsible: SKPC - DHR

DEVELOPMENT AND ADVANCEMENT OF INFORMATION TECHNOLOGY

Supply of IT equipment for the needs of the prosecutorial system

Indicator: Equipment provided

Responsible: SKPC, DIT

Reporting periodJanuary - December

Drafting the Standard Action Procedure for copying notes

Indicator: PSV drafted Responsible: SKPC, DIT Reporting period January-July

Drafting the Standard Operating Procedure for Electronic Systems Testing

Indicator: PSV drafted Responsible: SKPC, DIT Reporting period June - December

Continuous capacity building of staff for the use of information technology systems

Indicator: The trainings provided.

Responsible: SKPC, DIT

Reporting periodJune - December

Administration of the processes of recruitment, transfer and advancement of prosecutors

Indicator: Drafted reports Responsible: PPRU Reporting period January - December

Support for the implementation of the annual plan for evaluating the performance of prosecutors according to the requirements of the Commission

Indicator: Implemented plan

Responsible: PPRU

Drafting comparative reports on the effectiveness of the application of CMIS and the accuracy of the notes

Indicator: Drafted reports Responsible: PPRU Reporting period January - December

ADVANCING OF THE INTERNAL WORK PROCESSES.

Support for the implementation of the work plan of the Commission for the Administration of Prosecutions

Indicator: Drafted reports Responsible: PPRU Reporting period January - December

Organization of visits to the prosecution office to supervise the maintenance of registers and the archiving of cases Indicator: Reports

drafted

Responsible: PPRU **Reporting period** January - December

SUPPORTING AND ADMINISTERING RECRUITMENT, APPOINTMENT, TRANSFER, AND ADVANCEMENT PROCESSES.

Administering the process of recruiting prosecutors

Indicator: The recruitment process is carried out. Reports drafted.

Responsible: PPRU – Office for Prosecutorial Verification

Reporting period

January - December

Administration of the process of appointing Chief Prosecutors

Indicator: Appointment procedures carried out. Reports drafted.

Responsible: PPRU – Office for Prosecutorial Verification

Reporting period

January - December

Administration of the processes of recruitment, transfer and advancement of prosecutors

Indicator: Advancement and transfer procedures carried out. Reports drafted. Responsible: PPRU – Office for Prosecutorial Verification

Reporting periodJanuary - December

Functionalization of the online application for the processes of advancement and transfer of prosecutors

Indictors: Functional Platform
Responsible: PPRU – Office for
Prosecutorial Verification
Reporting period

ANALYSIS OF THE WORK OF PROSECUTORS AND PROSECUTION OFFICES AS WELL AS HARMONIZATION AND VERIFICATION OF STATISTICAL RECORDS Collecting data and compiling periodic, annual, special and analytical statistical reports on the performance of the work of prosecutions and prosecutors according to the requirements and needs of the prosecutorial system Indicator: Drafted reports

Responsible: PPRU, Office for Monitoring and Analytics, Office for Statistics

Drafting the report on the evaluation of the cases/reports filed and the suspension of investigations

Indicator: Analytical reports compiled Responsible: PPRU, Office for Monitoring and Analytics, Office for Statistics

Reporting period

Reporting periodJanuary - December

Verification of the quality of the data recorded in the statistical reports received from the prosecution offices

Indicator: Verified data

Responsible: PPRU, Office for Statistics

MONITORING THE APPLICATION OF ELECTRONIC SYSTEMS FOR STATISTICAL REPORTING

Monitoring of the functioning of the CMIS related to statistical reporting

Indicator: Visits have been made.

Reports drafted.

Responsible: PPRU, Office for Monitoring and Analytics, Office for

Statistics

Reporting period

Designing the forms of statistical reports generated by the CMIS

Indicator: Designed Reports
Responsible: PPRU, Office for
Monitoring and Analytics, Office for

Statistics

Reporting periodJanuary - December

Daily monitoring by the Statistical Office for the inclusion of all information in the CMIS

Indicator: Standard monthly, periodic reports with detailed data by filters **Responsible:** PPRU, Office for Statistics

Reporting periodJanuary - December

Verification and harmonization of the reports generated by the CMIS with the data from the physical registers reported by the prosecution offices as well as the compilation of standard and special statistical reports for different periods of time Indicator: Reports drafted

Responsible: PPRU **Reporting period** January - December

Capacity building of note users in Kosovo Prosecution Offices in relation to the change of statistical reporting after the functionalization of CMIS

Indicator: The training provided.

Responsible: PPRU **Reporting period** January - December

SUPPORTING PROFESSIONAL CAPACITY BUILDING PROCESSES IN THE PROSECUTORIAL SYSTEM

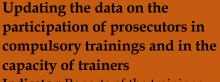
Monitoring, collecting, storing and processing data for participation in training

Indicator: Reports of the trainings

carried out

Responsible: PPRU – Office for Training

Reporting periodJanuary - December



Indicator: Reports of the trainings

carried out

Responsible: PPRU – Office for Training

Reporting periodJanuary - December

Coordination of Prosecutors' Participation in Training

Indicator: Participation Report

Responsible: PPRU – Office for Training